

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
MONDAY, FEBRUARY 5, 2024
4:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Monday, February 5, 2024, in City Hall. The following Commission Members were present: Tom Swenson, Bob Frey, Gordon Wagner, and Tim Berg. Dave Schrupp participated via phone. Also in attendance were Public Works Director Pat Wehner, City Administrator Mike Lyonais, City Engineer Phil Martin, Survey Manager Zac Zetah, and City Clerk Char Nelson.

1. The meeting was called to order at 4:00 P.M. by Tom Swenson.
2. A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY TIM BERG TO NOMINATE TOM SWENSON AS CHAIR OF THE COMMISSION. MOTION CARRIED WITH ALL AYES.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY GORDON WAGNER TO NOMINATE TIM BERG AS VICE CHAIR OF THE COMMISSION. MOTION CARRIED WITH ALL AYES.

3. A MOTION WAS MADE BY BOB FREY AND SECONDED BY GORDON WAGNER TO APPROVE THE MINUTES OF DECEMBER 4, 2023. MOTION CARRIED WITH ALL AYES.
4. A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY DAVE SCHRUPP TO RECOMMEND THAT THE CITY COUNCIL DIRECT THE CITY ATTORNEY TO CREATE ENCROACHMENT AGREEMENT BETWEEN CITY AND DALE LANGE FOR IMPROVEMENTS THAT ARE IN CITY RIGHT-OF-WAY AT 16402 BAY SHORES ROAD. MOTION CARRIED WITH ALL AYES.
5. The Commission reviewed a request from Andy Erickson to allow a driveway to crossover City land on East Shore Blvd and to eliminate a utility easement. The Commission required more information. A MOTION WAS MADE TO TABLE ACTION UNTIL A MORE DETAILED DESCRIPTION OF THE PROPOSAL WAS PRESENTED. MOTION CARRIED WITH ALL AYES.
6. Zac Zetah of Bolton & Menk reviewed the plat of the cemetery addition. A MOTION WAS MADE BY TIM BERG AND SECONDED BY DAVE SCHRUPP TO RECOMMEND THAT THE CITY COUNCIL APPROVE THE PLAT OF PINWOOD CEMETERY FIRST ADDITION. MOTION CARRIED WITH ALL AYES.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY TIM BERG TO RECOMMEND THAT THE CITY COUNCIL INCREASE COST OF CEMETERY LOTS FROM \$250 TO \$500 FOR RESIDENTS/PROPERTY OWNERS AND FROM \$500 TO \$750 FOR NON-RESIDENTS, EFFECTIVE ON DATE OF APPROVAL. MOTION CARRIED WITH ALL AYES.

7. Phil Martin provided an update on the CSAH 3/66 Pedestrian & Intersection Improvements, Year 1 Road Improvement plans, Milinda Shores Bridge repairs, and Harbor Lane improvements.
8. Mike Lyonais provided an update on fuel, maintenance, and lease contracts at Joint Maintenance Facility.
9. Pat Wehner stated that he would like to consider using salt brine rather than pure salt and stated that the County is switching to this product next year.
10. A MOTION WAS MADE BY BOB FREY AND SECONDED BY TIM BERG TO ADJOURN THE MEETING AT 5:45 P.M. MOTION CARRIED WITH ALL AYES.



Charlene Nelson
City Clerk